

GSACPC Service Team Quarterly (March – May)

Explore Leadership Opportunities this Spring!

Hi, Girl Scouts!

Now more than ever it is important to keep our girls and families engaged and supported. Connection between the Service Team and troop leaders is crucial to maintain our cherished Girl Scout relationships. Please use this as a guide to help you with your position specific duties and planning.

The purpose of this resource is to provide an overview of key positions within the Service Team. This overview should be used in conjunction with the [Service Unit Planning Packet](#).

Announcements

1. Summer Box Program starts March 1! Girls going into Kindergarten through third grade in the fall of 2025 are eligible to join the Summer Box Program. Marketing and materials are now available from your MSE, the Council Recruitment Team, or online at girlscoutsaz.org/summerboxes
2. Save the date: Service Team Retreat 2025 | Aug. 22-24
This years' Service Team Retreat will be Aug. 22-24 at Camp Maripai. Get ready to experience opportunities for networking, resource sharing, new ideas, team-building, and a whole lot of fun! Interested in contributing to an incredible weekend? Email Emily Gesell at egesell@girlscoutsaz.org.
3. Spring Recruitment Part Kits: Our council is excited to offer four different kits this spring to support recruitment events in your area! Each kit program comes with a program outline and all the supplies you will need to host a themed party!
4. Save the date: VolCon 2026 | Jan. 10
Mark your calendars for the 2026 VolCon! Join us on Jan. 10 for an inspiring and energizing conference designed for volunteers like you! More information will be shared as the date approaches.
5. Updates and Enhancements: GSUSA and GSACPC have made updates to Trips and Travel, myGS, and the Volunteer Toolkit (VTK)! Be sure to read more about these changes in the Troop Leader Connection or Service Team Manager section of this newsletter!
6. Incident Reporting: A new printable Incident Report Form is now available for leaders to take with them during trips and travel where internet access is unavailable. Though it is still required to complete the online Incident Report Form as soon as possible, the printable version can help leaders accurately document the incident. Find it in the Forms and Documents library: [GSACPC Incident Report Form](#).
7. NEW! Global Affinity Volunteer Group: We are looking for passionate volunteers to share a commitment to empowering girls and supporting global causes like education, environmental sustainability, and community service. Through digital platforms and collaboration, volunteers work together to organize initiatives, share resources, and provide mentorship. If interested, please reach out to Program Manager, Marissa Vega at mvega@girlscoutsaz.org.

Reminders/Important Dates

- March 1 – July 31 | [Get Outdoors Challenge](#)
- March 4 | [Service Team Leadership Series: Management Marvels](#)
- March 18 | [Event Planning Community](#)
- April 1 | Service Team Leadership Series: Poverty Informed Practices
- April 5 | [Northern BIG](#)
- April 13 | [Train the Trainer Workshop](#)
- April 26 | [Annual Meeting](#)
- April 27 | Safety Day – [Daisies and Brownies](#); [Cadettes, Seniors, and Ambassadors](#); [Juniors only](#)
- May 2-4 | [GSACPC Encampment](#)
- May 7 | Service Team Leadership Series: Leading with Purpose

Cookie Dates

- March 1 | Bring Home the Cookies 5K
- March 1 | All council contest entries due
- March 2 | DOC closes for Girl Delivery
- March 2 | Girl Scout Cookie Program ends
- March 9 | T17s due to council
- March 9 | Troops submit final reward choices
- March 17 | Money due in account for final ACH
- March 12 | Service Units submit final reward choices
- March 20 |Final ACH
- April-May | Cookie Rewards and Events

Resources

- [Service Team Resources](#), [Service Team Manual](#)
- [Authentic Leadership Community](#) – check out the blogs and the [Authentic Girl Scout Leadership book](#)
- BOX Drive for updated flyers and resources (Password: Bigfun2024)
- Recruitment Team – recruitment@girlscoutsaz.org
- Member Placement – memberplacement@girlscoutsaz.org
- [Brand Marketing and Publicity Guidelines](#)

Recruitment

Recruitment Manager

Council Support – recruitment@girlscoutsaz.org

March

- Help your MSE host themed spring events.
- Attend kindergarten roundup events and help distribute the Summer Box Program and spring events marketing materials.
- Continue recruiting new girls of all levels by dispersing marketing materials, sharing posts digitally, attending community events and helping to support SU recruitment opportunities.

April

- Promote Summer Box Program and spring recruitment events.
- Continue recruiting new girls of all levels by dispersing marketing materials, sharing posts digitally, attending community events and helping to support SU recruitment opportunities.

May

- Coordinate with your MSE to recognize with a card or e-mail those within the SU that have supported your recruitment efforts throughout the school year. Recognize schools and community sites in your SU that have helped support Girl Scouts. MSEs may have cookies available for school admins and community partners. Please remind troop leaders to thank their site contacts as well!
- Distribute Summer Box Program marketing materials. Registration will close on July 15.
- Support spring renewal in the SU.
- Support SU recruitment events.
- Give yourselves a huge pat on the back for all the hard work you’ve done this year to help support Girl Scouts!

Girl Champions

Council Support – recruitment@girlscoutsaz.org

March

- Support ongoing recruitments, especially for sites that have strong troop development potential or just need a few additional members to get going.
- Locate and attend kindergarten roundups.
- Share Summer Box Program and spring marketing materials.
- Help your MSE and Recruitment Manager with spring recruitment events in February-May.

April

- Support ongoing recruitment efforts and Summer Box Program.

May

- Coordinate with your MSE to recognize with a card or e-mail those within the SU that have supported your recruitment efforts throughout the school year. Recognize schools and community sites in your SU that have helped support Girl Scouts. MSEs may have cookies available for school admins and community partners. Please remind troop leaders to thank their site contacts as well!
- Give yourselves a huge pat on the back for all the hard work you’ve done this year to help support Girl Scouts. Thank you!

Retention/Troop Support

Older Girl Advocate

Council Support – gp@girlscoutsaz.org

March

- Invite any older girls on the Service Team who will be a Senior or Ambassador in Fall 2025 to participate in the planning for the Service Team Retreat. Email egesell@girlscoutsaz.org with any questions.
- Promote [submissions for faith-based awards](#) for the Religious Recognitions event by March 15.
- Promote older girl training and program opportunities:
 - March 15 – [First Aid/CPR/AED in Phoenix](#)
 - March 22 – [Babysitting Course in Phoenix](#)
 - April 5 – [Northern B.I.G. in Prescott](#)
 - April 27 – [Safety Day at Parsons](#)
 - May 2-4 – [GSACPC Encampment at Willow Springs](#)
 - May 10 – [First Aid/CPR/AED in Phoenix](#)
 - May 18 – [Babysitting Course in Phoenix](#)
- Promote Gold Award support opportunities for older girl leaders:
 - March 20 – [Virtual Gold Award Training](#)
 - April 24 – [In Person Gold Award Training in Phoenix](#)
 - May 15 – [Virtual Gold Award Training](#)
 - May 24 – [Virtual Gold Award Training](#)

April

- Invite older girls who will be Seniors in the fall to join the older girl Service Team.
- Begin planning the 2025-2026 year with the older girl Service Team. Determine goals and objectives to enhance the GSLE for the older girls.
- Inform girls and leaders of the Religious Recognitions Awards event on Saturday, May 3, 2025 if you completed the [Faith Based Awards Submissions Form](#). An RSVP link and formal invitation will be sent out. If you have any questions, please reach out to mvega@girlscoutsaz.org
- Promote older girl training and program opportunities:
 - April 5 – [Northern B.I.G. in Prescott](#)
 - April 27 – [Safety Day at Parsons](#)
 - May 2-4 – [GSACPC Encampment at Willow Springs](#)
 - May 10 – [First Aid/CPR/AED in Phoenix](#)
 - May 18 – [Babysitting Course in Phoenix](#)
- Promote Gold Award support opportunities for older girl leaders:
 - April 24 – [In Person Gold Award Training in Phoenix](#)
 - May 15 – [Virtual Gold Award Training](#)
 - May 24 – [Virtual Gold Award Training](#)

May

- Discuss the opportunities and benefits of Girl Scout Travel with older girls in your Service Unit. Get more information or assistance from Marissa Vega at mvega@girlscoutsaz.org.
 - 2027 International tours:You and Me – [England and Ireland](#)
 - For Girls Tour- [Charting the Galapagos Islands](#)
 - 2026 International Tours:
 - For Girls Tour- [20th Century Japan to South Korea](#)
 - For Girls Tour – [Costa Rica Explorer](#)
- Promote older girl training and program opportunities:
 - May 2-4 – [GSACPC Encampment at Willow Springs](#)
 - May 10 – [First Aid/CPR/AED in Phoenix](#)
 - May 18 – [Babysitting Course in Phoenix](#)
- Promote Gold Award support opportunities for older girl leaders:
 - May 15 – [Virtual Gold Award Training](#)
 - May 24 – [Virtual Gold Award Training](#)
 - June 8 – [Virtual Gold Award Training](#)
 - June 19 – [In Person Gold Award Training in Phoenix](#)

IGM Advocate

Council Support – cglenn@girlscoutsaz.org

March

- Use Looker to review the “New in the Last Two Weeks” report and contact new IGMs to support the Service Unit.
- Inform IGM’s of the Religious Recognitions Awards event on Saturday, May 3, 2025. To be recognized, complete the [Faith Based Awards Submission](#) Form by March 15. *If you have any questions, please reach out to* mvega@girlscoutsaz.org.

April

- Survey IGM’s that participated throughout the 2025 Membership Year about their experience. Ask girls and parents how to enhance their experience moving forward.
- Consider hosting a Travel Information night for IGM’s in your Service Unit. Discuss the opportunities and benefits of Girl Scout travel with IGM’s in your Service Unit. Get more information or assistance from Marissa Vega at mvega@girlscoutsaz.org.
 - 2027 International tours:
 - You and Me – [England and Ireland](#)
 - For Girls Tour- [Charting the Galapagos Islands](#)
 - 2026 International Tours:
 - For Girls Tour- [20th Century Japan to South Korea](#)
 - For Girls Tour – [Costa Rica Explorer](#)

May

- Communicate Service Unit plans for the upcoming year to your IGM’s and encourage them to register for upcoming events.
- Contact IGM’s who will be Seniors or Ambassadors in fall of 2025 and invite them to participate on the Service Team as older girls.

Volunteer Support Coach

Council Support – volunteerlearning@girlscoutsaz.org

March

- Check in with new leaders and see who may need help wrapping up cookies.
- Promote participation in Troop Leader Circle.
- Inform new leaders of changes made to myGS and the Volunteer Toolkit (VTK).
 - GSUSA has made enhancements to the My Troop page view in myGS. The page will now provide quicker access to contact information for each member of the Troop (youth and adults). Additionally, a “new” indicator has been added to the “My Troop(s)” view in myGS so that troop leaders can easily identify which members have been added since their last login.
 - All badge requirements for all levels (from Daisy to Ambassador) are now available in the Volunteer Toolkit (VTK). New Senior and Ambassador badges also include a printable Badge Booklet. Looking for all of the new content in one place? Use the “New for 2024-2025” filter when searching for meetings to find everything in one place.
- Communicate upcoming TCC2 and First Aid/CPR/AED dates with new leaders.
 - March 15 – [Blended First Aid/CPR/AED in Phoenix](#)
 - March 15 – [Blended TCC2 in Phoenix](#)
 - April 12 – [Blended TCC2 in Phoenix](#)
 - May 10 – [Blended TCC2 in Phoenix](#)
 - May 10 – [Blended First Aid/CPR/AED in Phoenix](#)

April

- Encourage volunteers to recognize each other for Volunteer Appreciation Month using [High five, fist bump or pat on the back!](#)
- Recognize new troop leaders at the leaders meeting for their efforts in getting trained and starting as troop leaders!
- Explain and encourage Early Renewal for new troop leaders. Check in with troops who have not renewed throughout the month.

May

- Share information with leaders on how to complete and submit troop finance reports due on June 30.
- Encourage new leaders to save the date for VolCon 2026 - Join us on January 10, 2026 for an inspiring and energizing conference designed for volunteers like you! VolCon is your opportunity to enhance your skills, gain valuable Girl Scout training, and connect with fellow volunteers in a supportive and engaging environment. Don’t miss this chance to learn, grow, and network with your Girl Scout community!

Bilingual Specialist

Council Support – multicultural@girlscoutsaz.org

March

- Reach out directly to troop leaders with Spanish-speaking parents and girls. Offer support in finding resources and promote use of Spanish resources on our website.
- Consider becoming a Girl Champion for a school or community organization with many Spanish-speakers. Discuss with your Recruitment Manager or MSE where this would be most beneficial.

April

- Coordinate with the Recruitment Manager and Girl Champions to support upcoming recruitment events.
- Speak with your MSE about getting recruitment materials in Spanish and providing translation during recruitment efforts.

May

- Continue to coordinate Spanish assistance at recruitment events.
- Check in with the Volunteer Support Coordinator to see if any new troop leaders need assistance in communicating with Spanish-speaking parents.

Adult Recognitions Coordinator

Council Support – recognitions@girlscoutaz.org

March

- If you haven’t already, form a Recognitions Committee for your Service Unit awards. This should include yourself, your MSE, and at least one other member of the Service Team.
- Promote Service Unit awards throughout your entire area. Every parent, leader, and volunteer should be able to nominate those eligible for awards.
- Once nominations are received, meet with the Recognitions Committee to vote on each award.
 - Ensure each nomination is only discussed on whether or not it meets the written criteria of the award. Personal opinions should not be a part of the conversation.
 - Use majority rules for voting on each nomination.

April

- April is Volunteer Recognitions Month! Recognize the Service Team members and troop leaders in your Service Unit. Promote peer recognition using [high five, fist bump or pat on the back!](#)
- Plan your annual Service Unit Recognitions event. Extend personal invitations to all those receiving awards to the recognitions event.
- Submit your awards order to the council at least three weeks before your event using the [Service Unit Volunteer Recognitions Order Form](#)

May

- Begin planning a year of recognitions for the 2026-2027 membership year. Ideas and resources can always be accessed on the [Service Team Resources](#) page of our website.
- Start promoting nominations for council and National Awards. Encourage Service Team Members to write nominations and endorsements early so no nominees are overlooked. Utilize the [Adult Awards and Recognitions](#) page to find nomination links and information.

Events

Events Manager

Council Support – volunteerlearning@girlscoutsaz.org

March

- Book encampment dates at council properties for the following year. Reservations open on March 1!
- Celebrate Girl Scout Week (March 9 – 15) and promote opportunities for celebration throughout your Service Unit including faith celebrations.
 - March 9 – Girl Scout Sunday
 - March 12 – Girl Scout Birthday
 - March 14 – Girl Scout Jummah
 - March 15 – Girl Scout Sabbath/Shabbat
- Plan a Service Unit bridging event for late April or May.
- Check the council [Events Calendar](#) for potential events to promote within your Service Unit.
- Plan an event as an Early Renewal incentive and begin promoting it.

April

- Finalize plans for a Service Unit renewal incentive.
- Plan out the following year or events, ensuring all of the following are included:
 - Girl-led D/B/J events
 - Girl-led C/S/A events
 - Girl-led All-level events
 - Outdoor experiences
 - GSLE-focused experiences

May

- Host a SU Bridging event with high awards recognitions.
- Work with the older girl Service Team to begin planning girl-led events for the following year.

Event Coordinators

Council Support – volunteerlearning@girlscoutsaz.org

March

- Review the Trips and Travel guidelines update from GSACPC
 - Majority rules for decisions around troop travel and trips. If the majority of the troop cannot attend, another date or trip should be planned.
 - Troop funds are only used when the majority of the troop attends an event or trip. Troop funds should only pay for the girls in attendance and adults to match the Girl Scout Adult to Girl ratios. All adults outside of the ratios must pay for themselves.
 - If the trip is an overnight trip, all adults must be registered and background checked.
 - If a trip is a family trip, then all families must be invited, not just families of the leaders.
 - At events, for insurance to cover individuals in attendance, there must be program planned for all in attendance including tagalongs.
- Print copies of the new [Incident Reporting Form](#) pdf.
 - Volunteers should take the form with them during trips and travel where internet access is unavailable. This form can be found in the Forms and Documents section of our website by searching for “Incident Report Form”.
 - Please note: It is required to fill out the online Incident Reporting Form as soon as possible upon returning to an area with internet access. If you have any questions about Incident Reporting, please email us at volunteerlearning@girlscoutsaz.org.

April

- Work with Service Unit Finance Specialist to plan the budget for your event(s) during the following year. Discuss any budget adjustments needed based off of previous events.

May

- Meet with older girls who are assisting in the planning of your event(s). Gather feedback from previous planning efforts and begin planning for the following year.

Outdoor Advocate

Council Support – op@girlscoutsaz.org ; mgalindo@girlscoutsaz.org

March

- Encourage all trainers within your Service Unit to sign up for [Train-the-Trainer](#) on April 13 if they haven’t already taken the class.
- Promote the [Get Outdoors Challenge](#) beginning March 1.Promote outdoor training opportunities
 - March 15 – [Blended First Aid/CPR/AED in Phoenix](#)
 - March 15 – [Blended TCC2 in Phoenix](#)
 - April 12 – [Blended TCC2 in Phoenix](#)
 - April 27 – [Blended First Aid/CPR/AED at Safety Day in Phoenix](#)
 - May 10 – [Blended TCC2 in Phoenix](#)
 - May 10 – [Blended First Aid/CPR/AED in Phoenix](#)
- Promote council outdoor events throughout Service Unit. Find more details on the [Events Calendar](#).
 - February 28-March 2 – [Service Weekend at Shadow Rim Ranch](#)
 - March 1 – [Camp Half-Blood Challenge at Parsons](#)
 - March 29-30 – [Willow Springs 55th Anniversary Celebration](#)
 - April 5 – [Northern B.I.G. in Prescott](#)
 - April 27 – Safety Day in Phoenix | [Daisies and Brownies](#); [Cadettes, Seniors, and Ambassadors](#); [Juniors only](#)
 - May 2-4 – GSACPC Encampment | [Brownies-Cadettes](#); [Daisies](#)

April

- Promote the [Get Outdoors Challenge](#) | March 1-July 31

- Remind outdoor instructors in your Service Unit to check their hours and sign up for sessions before most break for the summer.
- Encourage troop leaders to promote summer camp to their girls and register before it’s too late!
- Promote outdoor training opportunities:
 - April 12 – [Blended TCC2 in Phoenix](#)
 - April 27 – [Blended First Aid/CPR/AED at Safety Day in Phoenix](#)
 - May 10 – [Blended TCC2 in Phoenix](#)
 - May 10 – [Blended First Aid/CPR/AED in Phoenix](#)
- Promote council outdoor events throughout Service Unit. Find more details on the [Events Calendar](#).

May

- Promote the [Get Outdoors Challenge](#) | March 1-July 31
- Promote outdoor training opportunities:
 - May 10 – [Blended TCC2 in Phoenix](#)
 - May 10 – [Blended First Aid/CPR/AED in Phoenix](#)
- Promote council outdoor events throughout Service Unit. Find more details on the [Events Calendar](#).
 - May 2-4 – GSACPC Encampment | [Brownies-Cadettes](#); [Daisies](#)
 - July 3-5 – [Stars and Stripes Troop Camp at Willow Springs](#)

Product Program

Council Support – productprogram@girlscoutsaz.org

Cookie Program Manager

March

- Follow up with new troops who may need help wrapping up cookies.
- Inform Product Program team of any feedback from the troops at productprogram@azgirlscouts.org.
- Distribute the cookie survey to troop leaders and parents for our reflection.

April

- Meet with Cookie Team to discuss what went well and improvements for next year.
- Share any feedback for council with the Product Program Team at productprogram@girlscoutsaz.org.
- Recruit Service Unit Product Team members for Fall and Cookies for next year.

May

- Include product dates for next year in Service Unit Planning.

Cookie Program – Girl Reward Specialist

March

- Support troop leaders and IGM’s in selecting rewards before March 12.

April/May

- Distribute Girl Rewards and support girls in reward event information.

Management

Communications Specialist

Council Support – marcom@girlscoutsaz.org

March

- Check your Service Unit email account and be timely in all responses.
- Create a communications plan for any events occurring in the next few months.
- Encourage other Service Team members to funnel any communications sent out to members through the Communications Specialist.
- At the Leaders Meeting, share information about the new Global Affinity Group.
 - Debuting in the springtime the Global Affinity Volunteer Group, the Girl Program team is launching a Global Affinity Volunteer interested in working with a team of volunteers to spread the global programing and support the reten-

tion of our Girl Scouts? Attend the information sessions to learn more: April 14th, 2025 -4:00pm-5:00pm

- April 15th, 2025 -8:00am-9:00am
- Those interested in attending should reach out to Program Manager, Marissa Vega at mvega@girlscoutsaz.org

April

- Collect any photos or stories from your Service Unit this year so far and submit them to the Marketing and Communications Team at girlscoutsaz.org/stories.

At the leaders meeting, share the following updates:

- GSACPC has released a printable Incident Report Form for leaders to take with them during trips and travel where internet access is unavailable. This form can be found in the Forms and Documents section of our website by searching for ‘Incident Report Form’. Please note: It is required to fill out the online Incident Reporting Form as soon as possible upon returning to an area with internet access. If you have any questions about Incident Reporting, please email us at volunteerlearning@girlscoutsaz.org
- GSACPC has updated a few guidelines around Trips and Travel.
 - Majority rules for decisions around troop travel and trips. If the majority of the troop cannot attend, another date or trip should be planned.
 - Troop funds are only used when the majority of the troop attends an event or trip. Troop funds should only pay for the girls in attendance and adults to match the Girl Scout adult to girl ratios. All adults outside of the ratios must pay for themselves.
 - If the trip is an overnight trip, all adults must be registered and background checked.
 - If a trip is a family trip, then all families must be invited, not just families of the leaders.
 - At events, for insurance to cover individuals in attendance, there must be a program planned for all in attendance including tagalongs.

May

- Check [Activities Calendar](#) to share opportunities to the Service Unit.
- Create an annual communication plan during your Service Unit’s annual planning meeting. Discuss promotion timelines of events and best communication methods.
- Review the [Brand Marketing and Publicity Guidelines and Resources](#) to refresh yourself for the upcoming year.

Registrar

Council Support – reghelp@girlscoutsaz.org

March

- Using Looker reports of current troop renewals, support the spring renewal campaign.
- Using Looker, identify bridging troops and share data at meeting to encourage collaboration for bridging awards.
- Retrieve the data in Looker about troop meeting times, places, levels, and if they are accepting girls. At the meeting, ask leaders to double-check their troop’s information and update as needed. Send updates to reghelp@girlscoutsaz.org.

April

- Begin talking about early renewal/registration incentives from council to set goals.
- Using Looker, follow up with troops who have not renewed throughout the month.
- Update troop information on Looker throughout recruitment efforts.
- Collaborate with the Recruitment Manager and Member Placement Team to ensure girls from the “New in the Last 2 Weeks” report are being placed accurately and welcomed.

May

- Using Looker reports, follow up with troops who have not renewed yet.
- Continue to collaborate with the Recruitment Manager and Member Placement Team to ensure girls from the “New in the Last 2 Weeks” report are being placed accurately and welcomed.

Finance Specialist

Council Support – banking@girlscoutsaz.org

March

- Check your access to your Service Unit Finance Records on BOX. Email volunteerlearning@girlscoutsaz.org with any issues or questions.
- Reconcile your annual Service Unit budget so far and share the status with the Service Team. Note any discrepancies between actual expenses and the budget for potential changes to next year’s budget.

April

- Prepare a budget for the following year and bring to the Service Team Annual Planning Meeting to make changes as

needed.

- Discuss doing a FUNDrive® with Savers for the Service Unit. To find out more information, contact Program Manager, La-Visa Johnson, at ljohnson@girlscoutsaz.org.

May

- Begin work on the Service Unit Finance Report, due June 30.
- Support troop leaders in completing their Finance Reports, due June 30.
- Host a finance workshop for troop leaders to go over completing their Finance Reports.

Service Team Manager

Council Support – volunteerlearning@girlscoutsaz.org

March

- At the Leaders Meeting, announce the following updates:
 - MyGS Enhancements: GSUSA has made enhancements to the My Troop page view in myGS. Contact information for each member as well as new members will now be easily viewable. This is a part of a multi-step process to improve functionality of myGS.
 - Additionally, a “new” indicator has been added to the My Troop(s) view in myGS so that Troop Leaders can easily identify which members have been added since their last login. This icon will only show for 30 days after the member(s) have joined their troop.
 - VTK Update: All badge requirements for all levels (from Daisy to Ambassador) are now available in the Volunteer Toolkit. New Senior and Ambassador badges also include their printable Badge Booklet for download. Looking for all of the new content in one place? Use the New for 2024-2025 filter when searching for meetings to find everything in one place.
- Collaborate with your MSE and Recruitment Manager to review membership numbers and set Service Unit goals.

April

- Remind Annual Meeting Delegates about voting and [Annual Meeting details.](#)
- Begin SU Planning for next year with [Service Until Planning Packet](#).
- Work with your MSE to start recruiting new Service Team Members for next year.

May

- Review position descriptions and identify new and returning Service Team Members with your Member Support Executive.
- Work to identify Fall Product and cookie team members for next year with the goal of having different people for different roles.
- Host a special Service Team Meeting with members during 2024-2025 to review the year. Reflect as a team on what went well and where improvements can be made for the future. Don't forget to celebrate your successes!